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*Inviting Applications and Nominations for*

# ASSOCIATE PROVOST

ACADEMIC PROGRAMS, ASSESSMENT, AND ACCREDITATION



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**Utah Valley University (UVU)**, located in Orem, Utah, the heart of Utah County, invites applications for an experienced professional and demonstrated leader as their **Associate Provost: Academic Programs, Assessment, and Accreditation**. The ideal candidate will foster an environment that promotes UVU's core values of exceptional care, accountability, and results. This position is responsible for supporting the mission and vision of the University, particularly the mission of the Academic Affairs Division and its role in high-quality curricular delivery, academic planning and effectiveness, and academic assessment.



## ABOUT THE UNIVERSITY

Utah Valley University's mission as both a community college and university is unique and fundamental not only to meeting the educational needs of the community, but also students throughout the world. UVU is a teaching university focused on student success through inclusive, engaged, and serious learning. An open admission university, UVU's excellent faculty and staff set high standards for student-learning and development and help students reach their goals.

Located between the beautiful Wasatch Mountains and Utah Lake, Utah Valley University is home to more than 46,000 students and offers many outstanding academic programs. UVU welcomes students at every stage of their educational journey, from high-achieving scholars to those seeking new opportunities.

Utah Valley University is the largest public university in the state of Utah, and one of only a few

in the nation offering a dual-mission model that combines the rigor and richness of a first-rate teaching university with the openness and vocational programs of a community college. Founded in 1941, its setting is suburban, and the campus size is 618 acres. UVU utilizes a semester-based academic calendar and ranks #96 in the 2025 edition of *Best Regional Universities in the West*.

UVU is committed to student success, providing real-world learning experiences near Utah's tech epicenter and growing job market, along with a dynamic social scene. With a range of support centers and tailored academic advising, UVU invites students to come as they are and leave prepared to make a difference in the world. Offering more than 250 degrees—ranging from certificates to master's degrees—UVU has an option for students to reach their career goals.

## UVU MISSION

Utah Valley University is an integrated university and community college that educates every student for success in work and life through excellence in engaged teaching, services, and scholarship.

UVU's mission as both a community college and university is unique and fundamental not only to meeting the educational needs of its community, but students from throughout the world. UVU is a teaching university focused on student success through inclusive, engaged, and serious learning.

## UVU VALUES

Utah Valley University's culture supports its mission of student success. Student success encompasses both terminal degrees and the holistic education of students, and we believe that we can fulfill this mission best in an environment that allows all individuals to thrive personally and professionally. To this end, UVU operates in accordance with three core values: exceptional care, exceptional accountability, and exceptional results.

**EXCEPTIONAL CARE:** We invite people to “come as you are” and let them know that “UVU has a place for you.” Care means that we strive always to “see” the person in front of us—their strengths and weaknesses, struggles and triumphs, past and potential, and inherent dignity and worth. This does not mean that we set low expectations or make excuses for poor efforts. Instead, our commitment to exceptional care means that we set the bar high and provide challenging, honest conversations and feedback because we are deeply invested in seeing every member of our community succeed.

**EXCEPTIONAL ACCOUNTABILITY:** We are strongly committed to working ethically and effectively. We approach each situation from a position of integrity, knowing that everything we do can help or hinder a positive student experience. We honor the resources and mandates we have been entrusted with and strive always to do our best to honor that trust. We respect each member of our community, seek to understand and fulfill our responsibilities, and recognize both individual and collective successes.

**EXCEPTIONAL RESULTS:** We are committed to creating opportunity systematically for as many people as possible. Our engaged curricula, programs, and partnerships address the intellectual and practical needs of our service area and the larger community. We seek to prepare our students to thrive in a rapidly changing economy and an interdependent, complex world. We aspire to greatness in all that we do, while also measuring progress against rigorous metrics that show our students are becoming competent and ethical professionals, lifelong learners, and engaged citizens.

## ACADEMIC PROGRAMS, ASSESSMENT, AND ACCREDITATION

Academic Programs, Assessment, and Accreditation (APAA) provides comprehensive oversight of all facets of academic programming at Utah Valley University. This includes course and program development, academic planning and scheduling, academic assessment and effectiveness, advancement of teaching and learning pedagogies, pursuit and maintenance of specialized accreditation, and institutional accreditation leadership.

Together, these areas ensure UVU's academic integrity and support continuous improvement efforts aligned with the university's mission.







## THE OPPORTUNITY

The Associate Provost: Academic Programs, Assessment, and Accreditation reports to the Provost and Senior Vice President of Academic Affairs, and is responsible for the operational management, strategic vision, and administrative direction of multiple units within Academic Programs, Assessment, and Accreditation in the Academic Affairs Division.

The Associate Provost works closely with colleagues in the Academic Affairs Division and other divisions on issues of institutional accreditation, academic planning and effectiveness, academic assessment, curriculum, and scheduling. The position is responsible for supporting the mission and vision of the University, particularly the mission of the Academic Affairs Division and its role in high-quality curricular delivery, academic planning and effectiveness, and academic assessment.

The Associate Provost represents the University on administrative matters for the division, to include external entities, both public and private.

The Associate Provost may be asked to represent the Provost and Senior Vice President as needed.

## KEY RESPONSIBILITIES

### 30%

- Provides strategic direction; establishes priorities; and oversees budget, staffing, and structure of the following units within Academic Programs, Assessment, and Accreditation in the Academic Affairs Division: (1) Academic Scheduling Office, (2) Curriculum Office, (3) Office of Graduate Studies and Online Programs, (4) Office of Accreditation and

Academic Assessment, and (5) Academic Planning and Effectiveness.

- Chairs the Course Fee Review Committee
- Co-chairs the Academic Scheduling Committee and provides administrative support to relevant university governance and shared governance committees.
- Communicates policy interpretation; facilitates development; and implementation of matters related to academic programs and assessment.
- Serves as a representative on a range of work groups by virtue of the position.

### 20%

- Oversees and coordinates academic assessment processes and reporting in alignment with institutional goals and the requirements set forth by Utah System of Higher Education and the Northwest Commission on Colleges and Universities.
- Establishes active and comprehensive plans for evaluation of learning outcomes and reviews of academic programs that foster a culture of data-informed decision making among faculty members and academic leaders.
- Partners with academic leaders and staff members in the Academic Affairs Division to facilitate planning and assessment processes related to institutional effectiveness.
- Serves as the data trustee for the Academic Affairs Division and engages in tasks to continuously improve the collection, analysis, reporting, dissemination, and archiving of data.



## 20%

- Serves as the Accreditation Liaison Officer for Utah Valley University and leads institutional accreditation processes and procedures to ensure compliance with Northwest Commission on Colleges and Universities' Standards for Accreditation.
- Provides advocacy and support to faculty members and academic leaders for specialized accreditation processes at the program and school/college levels.
- Ensures that the campus community is well informed about accreditation-related issues and oversees the organization and preparation for the successful conduct of annual and cyclical accreditation reviews, as well as any follow-up reviews.
- Stays abreast of changes in accreditation policies and procedures, and maintains knowledge of current trends, events, and emerging issues.

## 20%

- Maintains awareness of Utah Valley University's strategic and operating environment and collaborates with the Office of Institutional Engagement and Effectiveness to ensure consistency with strategy among the Academic Master Plan, the University's strategic plan, university master plans, and initiatives of the State of Utah and the Utah System of Higher Education.
- Manages assessment of the Academic Master Plan and provides progress updates and reports, as appropriate.

## 10%

- Performs other job-related duties as assigned.

## KNOWLEDGE

- Knowledge of state and federal higher education accountability regulations, institutional and specialized accreditation standards and processes, and national initiatives and trends in higher education assessment.
- Demonstrated knowledge of formative and summative assessment principles, direct and indirect assessment measures, and continuous improvement principles in higher education.
- Demonstrated knowledge of collegial, consultative processes in a shared governance environment.
- Demonstrated knowledge of online and graduate programming.

## SKILLS

- Strong management skills with demonstrated competencies in successfully developing and implementing short- and long-term objectives; aligning resources with strategy; delegating effectively; and managing effective work processes.
- Skills in managing projects and promoting an environment of excellence, support, and satisfaction.
- Strong skills in speaking and writing clearly, concisely, and professionally; practicing active listening; reading critically and adapting communication for different audiences.
- Skills in using applications and enterprise systems, for communication, data collection and analysis, decision making, and presentation.
- Strong skills in collecting, interpreting, synthesizing, assessing, and analyzing high-level data to make data-informed decisions and report out systematically.



- Strong skills in preparing and reviewing reports, evaluations, and other related materials for accreditation and assessment activities.
- Strong skills in undergraduate and graduate curriculum planning and development.

## ABILITIES

- Proven ability to optimally apply independent judgment and professional discretion to prioritize and/or align competing demands, use a systems approach to solve problems, and move projects and processes forward.
- Demonstrated ability to establish productive relationships across an institution of higher education to work successfully and collaboratively toward common goals with a diverse faculty and staff.
- Ability to demonstrate self-awareness, the highest ethical standards and practices, and personal accountability.
- Ability to use judgment, discretion, and decision-making skills in dealing with confidential and sensitive issues.
- Proven ability to work under pressure to manage deadlines. Ability to seek out, understand, and be

informed by diverse viewpoints and approaches to achieve University goals.

- Ability to analyze data and provide sound recommendations based on policy, procedure, practice, and existing regulations.
- Ability to strategically plan for desired outcomes. Proven ability to resolve conflicts in a collegial manner.

## MINIMUM QUALIFICATIONS

- Candidates will have graduated from an accredited institution with a terminal degree, with three years or more teaching experience at the college/university level.
- Direct experience with forcredit programs or curriculum development, accreditation, and academic assessment in a comprehensive university, online teaching, or scheduling.

## PREFERRED QUALIFICATIONS

- Three or more years of full-time successful experience in an academic leadership role, such as a director, department chair, or higher.
- Accreditation experience.



# UNIVERSITY LEADERSHIP



**Astrid S. Tuminez, Ph.D.**  
**President**

Dr. Astrid Tuminez was appointed the seventh president of UVU in 2018 and is the institution's first female president. She brings to UVU a broad and rich experience in academia, philanthropy, technology, and business. Born in a farming village in the Philippine province of Iloilo, she moved with her parents and six siblings to the slums of Iloilo City when she was two years old, her parents seeking better educational opportunities for their children.

Her pursuit of education eventually took her to the United States to Brigham Young University, where she graduated summa cum laude in 1986 with a bachelor's degree in international relations and Russian literature. Dr. Tuminez earned a master's degree from Harvard University in Soviet Studies (1988) and a Ph.D. from the Massachusetts Institute of Technology in political science (1996).

Before assuming her current position, Dr. Tuminez was Microsoft's regional director for corporate, external, and legal affairs in Southeast Asia. She is also the former vice dean of research at the Lee Kuan Yew School of Public Policy, National University of Singapore; is a permanent member of the Council on Foreign Relations; and is the author of *Russian Nationalism Since 1856. Ideology and the Making of Foreign Policy* and many other publications.



**F. Wayne Vaught, Ph.D.**  
**Provost and Senior Vice President for Academic Affairs**

Dr. F. Wayne Vaught was named Utah Valley University's provost and vice president for academic affairs, on June 1, 2019. Prior to his appointment at UVU, Dr. Vaught had a 21-year career at the University of Missouri-Kansas City, where he served as a faculty member and then dean and chief academic officer of the College of Arts and Sciences.

Dr. Vaught earned a Ph.D. in Philosophy, with a concentration in Medical Ethics, from the University of Tennessee-Knoxville. Before UMKC, he taught at Allegheny University of the Health Sciences (merged with Drexel University), as well as Georgetown College in Kentucky. Dean Vaught's primary research is in biomedical ethics, with a focus on ethical issues in pediatrics. He has published several papers in leading ethics journals including *The Hastings Center Report*, *The Journal of Clinical Ethics*, and *Theoretical Medicine and Bioethics*. He is co-editor of *Ethics Across the Professions*, Oxford University Press.

Dr. Vaught received a doctorate in philosophy and bioethics from the University of Tennessee, and focused his research in pediatric decision-making. His research and areas of expertise are in bioethics, professional ethics, ethical issues in pediatrics, and cross-cultural conflicts in healthcare.





## OREM/PROVO, UTAH

The City of Orem was organized in 1919 and named after Walter C. Orem, President of the Salt Lake and Utah Railroad. The naming of Orem was an apparent attempt to curry his favor and attract future investments from this prosperous Salt Lake City resident. It shares the general location and history of Provo, Utah, and was often referred to as the “Provo Bench.” In 1942, the Geneva Steel Works was constructed by the federal government as an inland producer of steel for WWII. Built along the eastern shore of Utah Lake, Geneva provided employment and economic growth to local residents, either directly or indirectly, for six decades.

In 2021, The Milken Institute released its list of the best performing metropolitan areas in terms of creating and sustaining jobs and economic growth. The analysis considered the following items: jobs, wages and salaries, and technology growth. The Provo-Orem area was ranked #1 in the country. Orem/Provo

continue to receive Top 10 rankings for cities from a variety of publications as time goes on.

Today, there are dozens of technology companies, manufacturers, and service companies employing thousands of Orem residents, making the economic importance of Geneva Steel just a memory in the historical archives.

Utah County is home to some of the most breathtaking scenery in the American West, where rugged mountain ranges meet sweeping valleys. The majestic Wasatch Mountains rise sharply to the east, their snowcapped peaks often mirrored in the serene waters of Utah Lake below. Vibrant wildflowers blanket the hillsides in spring, while the changing colors of fall transform the landscape into a painter’s palette of gold, red, and orange. Whether hiking through lush canyons, exploring picturesque alpine lakes, or simply gazing at the panoramic vistas, the natural beauty of Utah County is both awe-inspiring and peaceful.



## APPLICATION & NOMINATION PROCESS

*Confidential inquiries are welcomed, and nominations are invited.*



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(478) 330-6222 [MyersMcRae.com](http://MyersMcRae.com)

### APPLICATIONS

- 1) All application packets must include the following:
  - a) A letter of application that outlines the candidate's interest in and qualifications for the position
  - b) Current curriculum vitae or résumé
  - c) At least four references with full contact information including e-mail (*References will not be contacted without consent from applicant.*)
- 2) Submit application materials (preferably as PDFs) online. Additional information is requested with the submission of materials. **For best consideration, complete applications should be received before March 2, 2026.**

**APPLY HERE**

### NOMINATIONS

Submit nominations with complete contact and e-mail information for the individual being nominated.

**NOMINATE HERE**

### CONSULTANTS

Utah Valley University has retained Myers McRae Executive Search and Consulting to assist the Search Committee for its Associate Provost in its identification and review of candidates. **Kenny Daugherty**, President of Myers McRae Executive Search and Consulting, and **Brianna Douglas**, Vice President of Myers McRae Executive Search and Consulting, are the lead consultants for this search. **Request a conversation regarding this search at [KennyDaugherty@myersmcrac.com](mailto:KennyDaugherty@myersmcrac.com) or [BriannaDouglas@myersmcrac.com](mailto:BriannaDouglas@myersmcrac.com).**



Utah Valley University is an Affirmative Action/Equal Opportunity/ Equal Access Employer and committed to fostering a diverse workforce. As an inclusive community, we actively seek diversity among our applicants. Candidates who can contribute to that goal are particularly encouraged to apply. It is the policy and practice of UVU is to recruit and select applicants on the basis of their qualifications, knowledge, skills, and abilities. This effort is in compliance with all federal and state laws, including Title VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1975, Executive Order 11246, and the Americans with Disabilities Act.